



## ASPEN 360™

ZeroTouch Invoice Processing

### **Bridging the automation gaps.**

**Some back office functions have perpetually resisted automation. Nowhere is this more pronounced than with AP invoice processing. ASPEN 360 AP-Straight Through Edition overcomes this automation resistance by integrating the Invoice Virtualization Center with Straight Through Processing, ZeroTouch processing, and enhanced exceptions handling.**

ASPEN 360 AP-Straight Through Edition (AP-STE) matches invoices automatically and passes the data directly to your ERP system without AP processor intervention. Invoice details are matched to line item PO and Receipt data details. AP-STE auto matches the invoice, then completes the transaction using Straight Through Processing when exact matches, or matches within predefined tolerances, are met. This significantly reduces the number of invoices AP processors need to work and enables AP departments to handle increasing volumes without adding people.

#### **Exception Processing**

If an invoice fails, AP-STE monitors new receipt data and continues to attempt to complete Straight Through Processing. But even when invoices require exception processing, AP-STE simplifies the process. It incorporates automated exception handling support, analyzing all open

receipts to narrow down receipt lines to be matched. The AP-STE exception process takes over when no match is found. AP-STE will analyze invoice data to determine the possible receipt records that could match. This dramatically reduces the time that an AP processor would spend trying to find matching receipts. Potential matches are identified and ranked based on the confidence level criteria selected.

#### **Non-PO Based Invoice Routing**

AP-STE also includes customized workflows and routing rules to process non-PO based invoices. If no matching receipts are found for an invoice, it is automatically routed to the appropriate requestor for approval and coding. The company's delegation of authority rules are then used to programmatically route the invoice. After final approval and review by Accounts Payable, AP-STE feeds the data into your ERP or AP system.

# ASPEN 360™ AP-Straight Through Edition



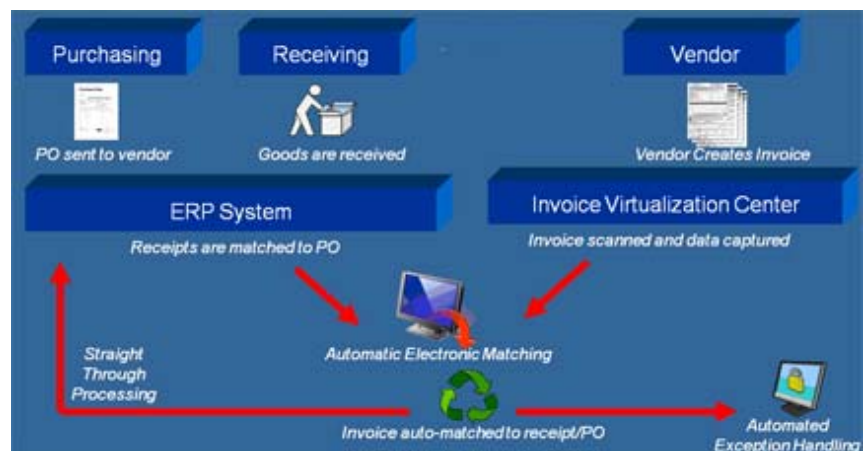
## Streamlined Exception Handling

ASPEN 360 AP-Straight Through Edition focuses on enhancing the exception process handling. This streamlines the AP processor role by providing the workflow tools and matching information necessary to resolve the exceptions in a timely manner.

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## Confidence Levels Speed the Exception Matching Process

As part of the exception matching process, AP-STE will assign pre-determined confidence levels for the AP processor to review. The confidence levels help the AP processor quickly narrow down potential matches. For example, if quantity, unit price, and item code are the three fields required to be matched for Straight Through Processing, an exact match on quantity, unit price and item code would display a 100% confidence level. In contrast, an exact match on quantity and item code only with the unit price off by a few cents would result in a lower confidence level. This is configurable for each matching scenario.



## Benefits of ASPEN 360™ AP-Straight Through Edition

### Straight Through Processing

AP-STE automates the three way match through Straight Through Processing. Invoices are matched without AP processor intervention to achieve a truly automated three way line item match .

### Exception Handling

If AP-STE cannot find a match, logical algorithms are used to attempt to narrow down potential matches by evaluating the line item data. This exception matching process dramatically reduces the need for the AP processor to search for the matching receipts. Potential matches are identified and ranked based on the confidence level criteria selected

### Vendor Portal

Enhance interaction with suppliers and vendors by allowing them to access information about their invoices instantly on the Web.

### Invoice Virtualization Center

For companies that want to outsource the imaging of their documents, the IVC offers a full service document conversion center for prepping, scanning and indexing documents

### Enhanced Reporting

Take advantage of custom, analytical reports that can easily track invoice processing, user metrics, and more.

### Audit History Trails

All workflow actions are recorded, facilitating an efficient and accurate audit process. Compliance management is also less time consuming with automated processes.

### Approval & Payment Process

Route non-PO based invoices electronically for faster approval and accelerated turnaround time.

### ERP Integration

Transmit data to and from your financial system with little or no effort from your IT staff.

### Image Enable Applications

Instantly retrieve invoice images right from your AP financial system by linking to the AP-STE image repository as you drill down within your application

### Unlimited Users

Unlike server-based enterprise solutions, AP-STE provides unlimited access to users and can be administered remotely from any Internet connection

### Administration

User administration is controlled by point and click navigation. Features can be granted by individual user, group association, or user role